

RECORD OF PROCEEDINGS

Minutes of Concord Township Board of Trustees Meeting

Held on September 21, 2022

This meeting was held via YouTube Live Streaming and Facebook Live.

The Concord Township Board of Trustees met for a Regular meeting on September 21, 2022, 7:30 pm, in Town Hall, located at 7229 Ravenna Road. Chairperson Amy L. Lucci called the meeting to order and led in the Pledge of Allegiance. Trustees present were, Carl H. Dondorfer and Amy L. Lucci. Mr. McIntosh was absent.

APPROVAL OF MINUTES:

September 7, 2022 Regular Trustees Meeting. Mr. Dondorfer moved to approve the September 7, 2022 Regular Meeting Minutes as written. Mrs. Lucci seconded. Vote 2 ayes.

ELECTED OFFICIALS REPORT:

A. FISCAL OFFICER – Amy L. Dawson

Mrs. Dawson reviewed the state of Concord Township finances and provided more information regarding Resolution 2022-20.

B. TRUSTEES

Mr. Dondorfer and Mrs. Lucci discussed Concord Township business since the last meeting.

DEPARTMENT REPORTS:

A. ADMINISTRATION DEPT. – Andy Rose, Administrator

Andy Rose, covered issues pertaining to the general business of the Township and accepted, on behalf of the Board of Trustees, a resignation letter from Recreation Director, Debra Bechel-Esker, dated September 14, 2022 with her last day being September 30, 2022.

AUDIENCE:

None

OLD BUSINESS:

None

NEW BUSINESS:

A. RES. 2022-20, AMOUNTS AND RATES. Mr. Dondorfer made a motion to adopt the following resolution:

RESOLUTION 2022-20

RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE AUDITOR

The Board of Trustees of Concord Township, Lake County, Ohio, met in regular session on the 21st day of September, 2022 at Concord Town Hall with the following members present:

Amy L. Lucci

Carl H. Dondorfer

Mr. Dondorfer moved the adoption of the following Resolution:

RESOLVED, By the Board of Trustees of Concord Township, Lake County, Ohio, in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1st, 2023; and

WHEREAS, The Budget Commission of Lake County, Ohio has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten mill tax limitation;

NOW, THEREFORE, BE IT RESOLVED, By the Board of Trustees of Concord Township, Lake County, Ohio that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted;

AND BE IT FURTHER RESOLVED, that there be and is hereby levied on the tax duplicate of said Township the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

RECORD OF PROCEEDINGS

Minutes of Concord Township Board of Trustees Meeting

Held on September 21, 2022

AND BE IT FURTHER RESOLVED, that the Fiscal Officer of this Board is hereby directed to certify a copy of this Resolution to the Lake County Auditor.

Mrs. Lucci seconded. Roll Call Vote: Mrs. Lucci – yes; Mr. Dondorfer- -yes.

- B. RES. 2022-21, PERMANENT APPROPRIATIONS. Mr. Dondorfer moved to adopt the following resolutions:

TOWNSHIP ANNUAL APPROPRIATION RESOLUTION
CONCORD TOWNSHIP, LAKE COUNTY
Revised Code Section 5705.38
2022-21

The Board of Trustees of Concord Township, Lake County, Ohio, met in Regular Session on the 21st day of September, 2022, at the Office of Concord Township, with the following members present:

Amy L. Lucci
Carl H. Dondorfer

Mr. Dondorfer moved the adoption of the following Resolution:

WHEREAS, It is found and determined that all formal actions of the Board of Trustees of Concord Township concerning and relating to the adoption of this Resolution were taken in an open meeting of the Board of Trustees of Concord Township and all deliberations of this Board resulted in those formal actions were in a meeting open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

WHEREAS, the Board of Trustees of Concord Township, Lake County, Ohio, that to provide for the current expenses and other expenditures of said Board of Trustees, during the fiscal year ending December 31, 2022, the following sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made for and during said year, as follows, viz:

GENERAL FUND		1000
ADMINISTRATIVE		
Salaries--Trustees	\$	73,000.00
Salary--Fiscal Officer		33,300.00
Salary--Administrator		97,500.00
Salary--Legal Counsel		150,000.00
Salaries--Town Hall Staff & Other		190,000.00
OPERS		95,000.00
Social Security		1,000.00
Medicare		8,000.00
Medical Insurance		140,000.00
Dental / Life Insurance		8,000.00
Long-Term Disability Insurance		6,000.00
Workers' Compensation		16,500.00
Auditing Services		4,100.00
UAN		6,400.00
County Auditor & Treasurer's Fees		20,000.00
Election Expense		10,000.00
Travel & Meeting Expense (Officials)		7,000.00

RECORD OF PROCEEDINGS

Minutes of Concord Township Board of Trustees Meeting

Held on September 21, 2022

Economic Development/Advertising	1,000.00
General Health District (Other Political Subdivision)	312,500.00
Property and Liability Insurance	17,000.00
Purchased Services	60,000.00
Office Supplies	5,000.00
Office Supplies--Community Center	2,000.00
Computer (Small Equipment)	24,800.00
Other Dues & Fees	8,200.00
Compensation & Damages	2,000.00
Other Expenses	11,000.00
Machinery, Equipment & Furniture	5,000.00
Machinery, Equipment & Furniture--Community Center	5,000.00
Trash Removal	6,000.00
Repairs & Maintenance	25,000.00
Repairs & Maintenance--Community Center	15,000.00
Repairs & Maintenance--Old School & Barn	2,000.00
Phone	6,000.00
Phone--Community Center	1,500.00
Postage	3,000.00
Postage--Community Center	8,000.00
Recreation Printing	18,000.00
Recreation Advertising	250.00
Electric	10,000.00
Electric--Community Center	6,000.00
Electric--Old School & Barn	200.00
Water & Sewer	3,000.00
Water & Sewer--Community Center	1,500.00
Water & Sewer--Old School	400.00
Natural Gas	2,000.00
Natural Gas--Community Center	2,500.00
Natural Gas--Old School & Barn	1,000.00
Other Expenses	14,000.00
CCC Rental Refunds	5,000.00
Land & Improvements	-
ZONING	
Zoning Board Salaries	7,500.00
Zoning Office Salaries	117,000.00
Zoning Purchased Services	12,000.00
Supplies	1,500.00
Other Expenses	4,000.00
Communications & Advertising	10,000.00
Engineering Services	5,000.00
Street Lighting Contracts	20,000.00
PARKS & RECREATION	
Salaries--Community Center	151,000.00
Repairs/Mowing	50,000.00
Purchased Services	3,500.00
Parks Supplies	2,000.00
Senior Programs--Community Center	2,000.00

RECORD OF PROCEEDINGS

Minutes of Concord Township Board of Trustees Meeting

Held on September 21, 2022

Schoolhouse Supplies	100.00
Recreation Programs	10,000.00
Other Expenses (CCD)	90,000.00
Other Expenses--Community Center	35,000.00
Parks--Improvement of Sites	-
Parks--Improvement of Sites--Community Center	-
Contingency Account	200,000.00
TOTAL GENERAL FUND	\$ 2,170,250.00

MOTOR VEHICLE LICENSE TAX		2011
Repairs & Maintenance	\$	10,000.00
Contracted Services		25,000.00
Other Supplies & Materials		3,000.00
Other Expenses		5,000.00
Other Financing Uses (Carryover Account)		-
TOTAL MOTOR VEHICLE LICENSE TAX FUND	\$	43,000.00

GASOLINE TAX		2021
OPERS	\$	140,000.00
Engineering		25,000.00
Repairs		15,000.00
Contracted Services		200,000
Other Supplies & Materials		2,000.00
Other Expenses		2,000.00
Other Financing Uses (Carryover Account)		50,000
TOTAL GASOLINE TAX FUND	\$	434,000.00

ROAD & BRIDGE		2031
Tax Collection Fees	\$	25,000.00
Salaries		900,000.00
Phone		3,000.00
Electric		10,000.00
Water & Sewer		3,500.00
Natural Gas		15,000.00
Contracted Services		225,000.00
Operating Supplies & Materials		1,500.00
Other Supplies & Materials		100,000.00
Buildings & Additions		100,000.00
Machinery, Equipment & Furniture		100,000.00
Other Financing Uses (Carryover Account)		50,000.00
TOTAL ROAD & BRIDGE FUND	\$	1,533,000.00

CEMETERY		2041
Salaries--Cemetery Sexton	\$	10,000.00
Salaries--SD		-
Repairs		15,000.00
Electricity		1,000.00
Water		500.00
Other Supplies		10,000.00
Other Expenses		15,000.00
Other Financing Uses (Carryover Account)		25,000.00
TOTAL CEMETERY FUND	\$	76,500.00

RECORD OF PROCEEDINGS

Minutes of Concord Township Board of Trustees Meeting

Held on September 21, 2022

SAFETY SERVICES LEVY		2194
Fire Salaries	\$	1,750,000.00
Policing Contracts		650,000.00
Tax Collection Fees		30,000.00
Other Financing Uses (Carryover Account)		600,000.00
TOTAL SAFETY SERVICES LEVY FUND	\$	3,030,000.00
PERMISSIVE MOTOR VEHICLE TAX		2231
Repairs & Maintenance	\$	41,000.00
Contracts		50,000.00
Operating Supplies		19,000.00
Other Financing Uses (Carryover Account)		250,000.00
TOTAL PERMISSIVE MVL TAX FUND	\$	360,000.00
ARPA FUND		2273
Contracts		1,700,000.00
Intergovernmental		60,000.00
TOTAL ARP FUND	\$	1,760,000.00
EMS BILLING		2281
Salaries	\$	550,000.00
Contracts		35,000.00
Supplies		25,000.00
Other Expenses		5,000.00
Machinery & Equipment		-
Reserve Fund Balance Account		150,000.00
TOTAL EMS BILLING FUND	\$	765,000.00
LIGHTING ASSESSMENT		2401
Salaries		500.00
Contracts	\$	200,000.00
TOTAL LIGHTING ASSESSMENT FUND	\$	200,500.00
TIF-AUBURN ROAD INTERCONNECT		2402
Tax Collection Fees	\$	2,000.00
Contracts		158,000.00
Electricity		2,000.00
SIB Loan-Principal		44,000.00
TOTAL TIF FUND	\$	206,000.00
ONEOHIO OPIOID SETTLEMENT		2901
Salaries	\$	2,900.00
TOTAL ONEOHIO OPIOID FUND	\$	2,900.00
FIRE PREVENTION		2902
Operating Supplies	\$	25,000.00
TOTAL FIRE PREVENTION FUND	\$	25,000.00

RECORD OF PROCEEDINGS

Minutes of Concord Township Board of Trustees Meeting

Held on September 21, 2022

FIRE LEVY FUND		2191
Salaries	\$	445,000.00
OPERS		25,000.00
Social Security		45,000.00
Medicare		37,000.00
OP & F		425,000.00
Medical Insurance		400,000.00
Dental / Life Insurance		25,000.00
Long-Term Disability		40,000.00
Workers' Compensation		20,848.00
Uniforms		52,500.00
County Auditor & Treasurer Fees		30,000.00
Training		25,000.00
Other Professional & Technical Services (Physicals)		16,000.00
Repairs & Maintenance		75,000.00
Phone		10,000.00
Electric		15,000.00
Water & Sewer		2,000.00
Natural Gas		7,500.00
Contracts		92,500.00
Property Insurance		15,000.00
Office Supplies		2,000.00
Operating Supplies & Materials		50,000.00
Other Supplies		50,000.00
Machinery, Equipment & Furniture		64,129.50
Improvement of Sites		-
Other-Harrisburg		7,500.00
Other Financing Uses (Carryover Account)		126,522.50
TOTAL FIRE LEVY FUND	\$	2,103,500.00
ROAD LEVY		2192
Medicare	\$	14,000.00
Medical Insurance		325,000.00
Dental / Life Insurance		25,000.00
Long-Term Disability Insurance		10,000.00
Workers' Compensation		15,000.00
Tax Collection Fees		44,900.00
Engineering		62,100.00
Repairs		25,000.00
Contracted Services		540,000.00
Property Insurance		25,000.00
Purchased Services		15,000.00
Office Supplies		1,500.00
Supplies		3,000.00
Operating Supplies		175,000.00
Operating Supplies--Road Salt		200,000.00
Machinery, Equipment & Furniture		150,000.00
Other Financing Uses (Carryover Account)		250,000.00
TOTAL ROAD LEVY FUND	\$	1,880,500.00

RECORD OF PROCEEDINGS

Minutes of Concord Township Board of Trustees Meeting

Held on September 21, 2022

JEDD FUND		2905
Contracts	\$	2,055,000.00
Capital Outlay		20,000.00
Principal Payments-Notes		25,000.00
TOTAL JEDD FUND	\$	2,100,000.00
BOND RETIREMENT FUND		3102
Tax Collection Fees		9,500.00
Fiscal Charges		10,500.00
Principal Payments-Bonds		250,000.00
Interest		227,000.00
TOTAL BOND RETIREMENT FUND	\$	497,000.00
CAPITAL PROJECTS FUND		4901
Contracts	\$	7,700,000.00
Other Expenses		50,000.00
TOTAL CAPITAL PROJECTS FUND	\$	7,750,000.00
SERVICE DEPT CAPITAL PROJECTS FUND		4903
Other	\$	100,000.00
TOTAL SD CAPITAL PROJECTS FUND	\$	100,000.00
FIRE DEPT CAPITAL PROJECTS FUND		4904
Other	\$	1,000,000.00
TOTAL FD CAPITAL PROJECTS FUND	\$	1,000,000.00
CEMETERY TRUST		4951
Restricted Amount: \$64,115.00		
Supplies & Materials	\$	2,500.00
TOTAL CEMETERY TRUST FUND	\$	2,500.00
RECAPITULATION OF FUNDS:		
GENERAL FUND	\$	2,170,250.00
MOTOR VEHICLE LICENSE TAX FUND		43,000.00
GASOLINE TAX FUND		434,000.00
ROAD and BRIDGE FUND		1,533,000.00
CEMETERY FUND		76,500.00
FIRE LEVY		2,103,500.00
ROAD LEVY		1,880,500.00
SAFETY SERVICES LEVY		3,030,000.00
PERMISSIVE MOTOR VEHICLE LICENSE TAX FUND		360,000.00
EMS BILLING		765,000.00
ARP FUND		1,760,000.00
LIGHTING ASSESSMENT FUND		200,500.00
TIF-AUBURN ROAD INTERCONNECT		206,000.00
ONEOHIO OPIOID FUND		2,900.00

RECORD OF PROCEEDINGS

Minutes of Concord Township Board of Trustees Meeting

Held on September 21, 2022

FIRE PREVENTION ACCOUNT	25,000.00
JEDD FUND	2,100,000.00
CAPITAL PROJECTS FUND	7,750,000.00
SD CAPITAL PROJECTS FUND	100,000.00
FD CAPITAL PROJECTS FUND	1,000,000.00
CEMETERY TRUST FUND	2,500.00
BOND RETIREMENT FUND	497,000.00
GRAND TOTAL ALL FUNDS	\$ 26,039,650.00

Mrs. Lucci seconded. Roll Call Vote: Mr. Dondorfer – yes; Mrs. Lucci – yes.

C. RES. 2022 22, RECOGNIZING JAMES ROWE. Mr. Rose read the following resolution:

Resolution 2022-22

Recognizing James Rowe

Whereas, Mr. James Rowe, a longtime resident of Concord Township who served on the Board of Zoning Appeals from April 4, 1978 to August 14, 2022; and

Whereas, during his participation and service on the Board of Zoning Appeals, he brought forth sound guidance, enthusiasm and integrity toward any consideration before the board, while demonstrating both thoroughness and fairness in his analysis and in all of his zoning decisions.

Now, therefore be it resolved by the Concord Township Board of Trustees, Lake County, Ohio, that the Trustees wish to extend their sincere appreciation for his 44 years of service and for upholding the spirit and intent of Concord's zoning regulations for the betterment of this community both today and for many years to come.

Mr. Dondorfer moved to adopt Resolution 2022-22, Recognizing James Rowe. Mrs. Lucci seconded. Vote 2 ayes.

D. RES. 2022-23, RECOGNIZING CHRISTINE JARRELL. Mr. Rose read the following resolution:

Resolution 2022-23

Recognizing Christine Jarrell

Whereas, Ms. Christine Jarrell, a resident of Concord Township who served on the Board of Zoning Appeals for the past 12 years starting on April 1, 2010; and

Whereas, during her participation and service on the Board of Zoning Appeals, she brought forth sound guidance, enthusiasm and integrity toward any consideration before the board, while demonstrating both thoroughness and fairness in her analysis and in all of her zoning decisions.

Now, therefore be it resolved by the Concord Township Board of Trustees, Lake County, Ohio, that the Trustees wish to extend their sincere appreciation for her 12 years of service and for upholding the spirit and intent of Concord's zoning regulations for the betterment of this community both today and for many years to come.

Mr. Dondorfer moved to adopt Resolution 2022-23, Recognizing Christine Jarrell. Mrs. Lucci seconded. Vote 2 ayes.

E. RES. 2022-24, RELEASE THE EXISTING 20 FOOT DRAINAGE EASEMENT. Mr. Dondorfer moved to adopt the following resolution:

RESOLUTION NO. 2022-24

A RESOLUTION BY THE BOARD OF TRUSTEES OF CONCORD TOWNSHIP TO
AUTHORIZE THE RELEASE OF DRAINAGE EASEMENT.

WHEREAS, the Concord Township Board of Trustees is the Grantee of a drainage easement from David J. Richards Jr., as Trustee, with reference to the Canterwood Subdivision in the Township and presently recorded for record with the Lake County Recorder's Office on June 23, 1983, under Volume 24, Page 901; and

RECORD OF PROCEEDINGS

Minutes of Concord Township Board of Trustees Meeting
Held on September 21, 2022

WHEREAS, the herein identified Drainage Easement with Concord Township, as Grantee, is no longer necessary for public purposes;

NOW, THEREFORE, BE IT RESOLVED by the Concord Township Board of Trustees, Lake County, Ohio that the following Resolution is hereby authorized and adopted as follows:

SECTION 1. That Concord Township by and through its Board of Trustees, and as Grantee of the Drainage Easement for the Canterwood Subdivision in Concord Township, Lake County, Ohio, as currently filed with the Lake County Recorder's Office on June 23, 1983, under Volume 24, Page 901, is hereby released.

SECTION 2. That the Concord Township Board of Trustees shall take all actions necessary to release the herein identified Drainage Easement.

SECTION 3. It is found and determined that all formal actions of the Board of Trustees of Concord Township concerning and relating to the adoption of this Resolution were taken in an open meeting of the Board of Trustees of Concord Township and that all deliberations of this Board that resulted in those formal actions were in a meeting open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Mrs. Lucci seconded. Vote 2 ayes.

- F. EFFECTIVE 9/17/2022, OPERATOR 1, STEP 3 INCREASE FOR CHAD GILLENWATER, TO \$26.16 PER HOUR. Mr. Dondorfer moved to approve, effective 9/17/2022, Operator 1, Step Increase for Chad Gillenwater, to \$26.16 per hour. Mrs. Lucci seconded. Vote 2 ayes.
- G. ZONING DEPT. CONDITIONAL OFFER OF EMPLOYMENT TO CELINA SOTKA FOR ASSISTANT ZONING INSPECTOR AT \$45,000.00 ANNUALLY, PENDING COMPLETION OF NEW HIRE PAPERWORK. Mr. Dondorfer moved to approve Zoning Dept. conditional offer of employment to Celina Sotka for Assistant Zoning Inspector at \$45,000.00 annually pending completion of new hire paperwork.

Mrs. Lucci seconded. Vote 2 ayes.

- H. SET PUBLIC HEARING FOR THE PROPOSED AMENDMENTS TO THE CONCORD TOWNSHIP ZONING RESOLUTION TEXT AND MAP REGARDING THE TOWN HALL NEIGHBORHOOD DISTRICT, AS RECOMMENDED BY THE ZONING COMMISSION AND FURTHER OUTLINED IN THE ATTACHED LETTER DATED SEPTEMBER 13, 2022. The Public Hearing for the proposed amendments to the Concord Township Zoning Resolution Text and Map regarding the Town Hall Neighborhood District, as recommended by the Zoning Commission and further outlined in the attached letter dated September 13, 2022, is set for October 5, 2022, at 7:15 pm.

I. FUTURE MEETINGS & ANNOUNCEMENTS:

9/24	10:00 AM-12:00 PM	COMMUNITY SHRED DAY / TOWN HALL CAMPUS
9/30	9:00 AM	STAFF MEETING / Town Hall
10/4	7:00 PM	ZONING COMMISSION / Town Hall
10/5	6:30-7:15 PM	TRUSTEE OFFICE HOURS / Conference Room
	7:15 PM	PUBLIC HEARING / Town Hall
	7:30 PM	TRUSTEE MEETING / Town Hall

Upon proper motion the meeting was adjourned.

For financial information go to: checkbook.ohio.gov


Amy L. Lucci, Chairperson

Amy L. Dawson, Fiscal Officer